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Chief, Programs Division

25 June 1953

Deputy Director of Training (General)

Agency Training Requirements for FY 1954-55

REFERENCE: Memo to D/TR thru DD/TR(G) fr Ch/S/PP, subject
same as above, dtd 13 June 1953

1. The reference was distributed to you on 13 June 1953. It should be noted that, for the most part, the requirements summarized therein represent training programs which are yet to be established by the Office of Training in order to meet the needs of other Offices.

2. Action is now proceeding within TR(G) to establish estimated costs for the conduct of each of these programs without regard at this time to the specific justification for the training in each case.

3. The Programs Division is responsible for setting up programs to meet the training requirements contained in the reference. It is hoped that these programs may be put into effect in September and October in the fields of area and language training, and for all other programs which are either full year or academic year in duration.

4. In order that I may make a suitable report to the Director of Training, I will need from you a status report which indicates your projected plan of action for establishing the necessary programs and meeting the Agency training requirements as reflected in the reference, by close of business 30 June 1953.

OTR/LES/Pb

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Class. CHANGED TO: TS S **(C)**

DDA Memo, 4 Apr 77

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